

DELAWARE WEATHERIZATION ASSISTANCE PROGRAM  
AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)

ATTACHMENT 1

Private Contractor  
Training and Technical Assistance Plan

# WEATHERIZATION ASSISTANCE PLAN - STATE OF DELAWARE

Contractors Rating System	1 Point Per Yr. Service	Certification/Training 5 Points Per LSW-BPI-BasicBldSci*	Licensing 5 points	Bonding 5 points	Insurance 5 points	Employment Capacity 5 Points Per Crew	Total Points	Years of Service in WX	# of Crews State Wide	# Finished Per Week State Wide	Will Hire WX Apprvd Trainee	
Name of Company												
CC1	15	5	5	5	5	35	70	15	7	19	Yes	4
CC2	23	5	5	5	5	30	73	23	6	30	Yes	4
CC3	25		5	5	5	30	70	25	6	30	Yes	2
CC4	14		5	5	5	20	49	14	4	14	Yes	2
CC5	3		5	5	5	20	38	3	4	14	Yes	2
PC6	0						0					
PC7	0						0					
PC8	0						0					
PC9	0						0					
CC10	13		5	5	5	30	58	13	6	12	Yes	3
CC11	15		5	5	5	15	45	15	3	10	Yes	1
CC12	9		5	5	5	20	44	9	4	15	Yes	1
CC13	3		5	5	5	10	28	3	2	8	Yes	1
PC14	0						0	0	0	0	Yes	
CC15	13		5	5	5	15	43	13	3	10	Yes	1
CC16	16		5	5	5	15	46	16	3	10	Yes	
CC17	5		5	5	5	10	30	5	2	5	Yes	
CC18	5		5	5	5	25	45	5	5	12	Yes	
CC19	10		5	5	5	25	50	10	5	12	Yes	

Current Contractors

CC

Potential Contractors

PC

\*Energy Efficiency Orientation/Basic Building Sciences/House as a System

	Crew Leaders	Laborers
A	\$21.00	\$15.00
B	\$15.00	\$8.00
C	\$15.00	\$12.00
D	\$25.00	\$10.00
A-D	\$76.00	\$45.00
Average Pay/Hour	<b>\$19.00</b>	<b>\$11.25</b>

## **Delaware Private Contractor Training and Technical Assistance Plan**

### **Workforce Demands for Weatherization and Energy Efficiency in Delaware**

The American Recovery and Reinvestment Act (ARRA) recently passed by Congress and signed by President Barack Obama included a \$5 billion dollar investment in the Weatherization Assistance Program (WAP). The Weatherization Assistance Program is the largest residential energy conservation program in the nation. The WAP funds are used to improve the energy efficiency of low-income dwellings using the most advanced technologies and testing protocols available in the housing industry. In Delaware, the program saw over a twenty-fold increase to \$13.7 million (given that Delaware's average annual base grant from DOE has been \$500,000).

In addition to the increased funding for the WAP program, the ARRA included other monies that can be used for residential energy efficiency work including weatherization. Those sources include Community Development Block Grants to municipalities and counties for energy efficiency projects, funding for the State Energy Office, and programs for local housing authorities including home rehabilitation and energy efficiency for managed properties. The Division of State Service Centers is actively pursuing a strategy to partner with these entities. The different funding streams will create a demand for workers with training and experience weatherizing homes. The WAP program alone should create approximately 500 jobs for front-line workers in Delaware by 2010. This does not include additional energy efficiency jobs created by the other ARRA funded programs above.

### **Industry and Workforce Training Plan Using ARRA Funds**

Of the \$13.7 million allocated to Delaware for weatherization, \$2.4 million is designated to be used for training and technical assistance. With these funds, the state is working with the two sub-grantees to implement a comprehensive training program designed to increase capacity in the industry and the workforce. Training dollars will be used specifically to increase the expertise and capacity of all of the contractors who implement Delaware's weatherization plan, and create 500 new jobs for unemployed Delawareans through training and apprenticeship programs. Below is a description of the proposed weatherization training strategy that will be carried out in conjunction with the actual weatherization of approximately 1,526 low-income homes, using ARRA funds over the next 3 years.

### **Existing Training Program Models**

Currently, there are ten Weatherization Training Centers located around the country. These ten centers serve as training providers for weatherization workers in their state. A few of these offer training to agencies and contractors in neighboring states. The National Association for State Community Services Program (NASCSPP) offers semi-annual training for WAP staff through their national conferences. Individual contractors hired by the agencies provide training for their workers. So, while nationwide certifications are emerging for energy auditors, training for frontline weatherization workers lacks standardization and remains largely informal.

NASCSPP describes the training needed for frontline weatherization workers as follows: Classroom instruction is needed, but hands-on training is absolutely critical as is on-the-job mentoring and apprenticeship. Online training can be used to introduce trainees to basic building science principles, house-as-a-system concepts, and the whole-house approach to Weatherization. With the online introduction, subsequent classroom instruction and hands-on training will be more effective and can start at a higher level. Weatherization is best learned by doing, so the props and equipment setups that a training center can provide are key. NASCSPP and the U.S. Department of Energy (DOE) realize the need for recognized training programs at the state level. Their goal is to have at least one training center

per state. Weatherization work requires a conceptual understanding of building science and energy efficiency, as well as, hands on construction training that includes occupational safety and health training. The safety and health curriculum must include hazardous materials identification and handling to prepare workers that may encounter lead, asbestos and mold in the homes they are weatherizing.

### **Laborers 55 Proposal: Raising standards to improve outcomes**

The Delaware Weatherization Program will partner with the Laborers International Union of North American (LIUNA), Local 55 to facilitate training for private contractor and their crews. As a union that represents construction workers, Local 55 is very interested in how public policy decisions shape industry standards. Weatherization employment appears ideally suited for residents of low-income neighborhoods where the work is performed, yet work regularly goes to contractors that employ locals. The Recovery Act takes an initial step toward establishing labor standards in the residential energy efficiency market by mandating that jobs funded through the Recovery Act pay prevailing wages. The weatherization program will work to ensure that training and employment opportunities are made available to residents of low income, high-unemployment neighborhoods who could benefit most from them.

First; the weatherization program will give preference to contractors who offer employer-paid family health coverage to all energy auditors, supervisors and installers whose wages are paid in whole or in part with Recovery Act funds. By allowing low-road employers to leave workers uninsured, the state of Delaware would subject responsible employers to unfair competition while weakening the impact of Recovery Act investments. Each dollar spent to cover the health care costs of an uninsured worker – whether through the state’s Medicaid program or as an out-of-pocket individual expense – is a dollar that cannot be used to stimulate the economy through the purchase of goods and services.

Second: all providers of weatherization services will be required to meet basic competency standards, including a requirement that all employees supervising or performing energy audit or installation work complete a state recognized training program. The participation of all weatherization workers in effective training programs is a critical component of efforts to deliver high-quality services, secure the trust of the public, and create a platform for an emerging residential energy efficiency sector. At the same time, participation in certified training programs provides opportunities for weatherization workers to gain the skills and credentials needed to build successful careers in the construction industry. For contractors who are new to the weatherization business, the training and technical assistance dollars which are available through the ARRA, will be used to provide this training and credentials, thereby increasing the opportunities for new contractors to enter the field.

Third: all employers receiving Recovery Act funds to provide residential energy efficiency services will be required to utilize currently enrolled trainees or graduates of programs that serve low-income communities to perform at least 33% of work hours. A training utilization standard that targets residents of low-income communities would create the kind of training-to-employment pipeline that both trainees and employers need to make local hiring goals into realities.

### **Delivering on the promise of green jobs and clean energy**

Together, these standards would better secure the quality of jobs, services, and opportunities across the weatherization program. The promise of high-quality jobs and a clear pathway from training to employment will also make the program more attractive to community groups seeking employment opportunities for constituents; to employers seeking a skilled workforce; and to training providers seeking direct connections to jobs.

## **Ramping Up in Delaware: The Delaware Building Laborers Training and Education Fund**

The Building Laborers Training and Education Fund (BLTAF) provides occupational and apprenticeship training programs for commercial, heavy and highway construction workers across the state. There are three training facilities located in New Jersey and one soon to be opened in Delaware. The training facilities are owned and operated by the BLTAF. The centers are credentialed to offer lead, asbestos and other hazardous materials training. The New Jersey Building Laborers Training and Education Fund has developed a 5-week weatherization worker training program. This training will begin in Delaware in the Spring of 2009. The course outline listed below is comprehensive and offers workers an entry into the residential construction sector. The course draws upon models and best practices from around the country. The program goal is to train 200 participants.

Participants would be paid \$100 a week, based on attendance and performance, plus a \$200 bonus upon successfully gaining employment of at least 20 hours per week. Payment would be made upon submission of a wage stub or letter from the employer stating that the enrollee has begun employment. Stipends will be paid only for actual days attended. The total cost of this program will be \$560,000 for 200 trainees who attain employment upon completion.

### **COURSE OUTLINE**

Week 1: Construction Careers Orientation

Week 2: Craft Orientation, OSHA 10, CPR certification course, Hand Tool Recognition

Week 3: Hazardous Materials Awareness, Basic Plumbing and Electrical, Whole House System

Week 4/5 Hands on Weatherization Construction Training.

In addition to the Weatherization Worker Training Program, the NJ BLTAF is a certified Building Performance Institute (BPI) training provider offering the Building Analyst and Building Envelope certifications. The continuing education curriculum includes the Hazardous Worker Training Program (Lead, Asbestos and Mold Abatement), forklift certification, and additional residential construction hands-on training offerings. With its existing facilities and trainers the NJ BLTAF is the only training provider that can quickly ramp up and deliver the construction training needed to prepare workers for careers in energy efficiency and residential construction and should be recognized as a state-wide weatherization training provider.

The BLTAF can assist the State of Delaware to establish high quality standards for future energy efficiency training programs and establish a high road weatherization program to meet the goals of ARRA. This five week training program will be an excellent starting point for new trainees in the weatherization field as it will be offered free of charge. The BLTAF is also eager to partner with the state on the recruitment and training of a qualified weatherization workforce.

Delaware Technical and Community College (Stanton Campus in New Castle County) has developed a Basic Weatherization Maintenance Certification Program, which consist of six core courses. The courses include: Preparatory Mathematics, OSHA Construction Safety Course, Residential Wiring, Weatherization Theory and Basics, Weatherization Diagnostics, Lead Abatement and Lead Safe Work Practices. So, the State Weatherization Program will also partner with the college to provide training for sub-grantee and private contractor personnel. For more experienced contractors in pursuit of a recognized certification in the field, this program can be completed over a 21-month period. The ARRA Training and Technical Assistance funds will provide 100 full scholarships for workers interested in pursuing this avenue. The total investment comes to \$300,000 at \$3,000 per person.

In lower Delaware, the Home Builders Institute (HBI), workforce development arm of the National Association of Home Builders) proposes to create an intensive training program in partnership with First State Community Action Agency (FSCAA) to accomplish the following:

- Equip low-income residents (18 years of age or older) of Kent and Sussex Counties with home weatherization and “green” building skills
- Certify their skills with the HBI “Pre Apprenticeship Certificate of Training” in green building techniques
- Improve trainees employability and basic academic (reading and math) skills;
- Put trainees to work in the WAP program weatherizing the homes of low income families under the close supervision of skilled tradesmen
- Place program completers into jobs related to the building trades
- Teach a subset of trainees the basic concepts and skills of entrepreneurship towards a goal of establishing themselves as independent contractors specializing in weatherization and energy efficient construction

Essentially, these three programs would expand the range of public and private contractors that FSCAA and Neighborhood House now uses for weatherization programs, allowing more families to be served. Such a program fulfills the Obama Administration’s goals for increased energy efficiency, job creation in high demand occupations, and immediate economic stimulus.

### **Program Description**

1. Location: HBI proposes that one program be established in each of the three counties in Delaware: Kent and Sussex Counties.
2. Size: Each program would enroll 200 trainees over a three year period.
3. Eligibility:
  - a. Delaware resident aged 18 and older
  - b. Incomes of no more than 200 percent of the federal poverty level
  - c. Lacks a high school diploma or GED
  - d. Eligibility documentation would roughly parallel that required under the Workforce Investment Act or the current WAP program.
4. Recruitment: Recruitment would be accomplished through paid display advertising in area newspapers, public relations outreach to local television stations, word of mouth, and referrals by Delaware social services and other agencies.
5. Program Hours and Duration: Each program would operate two six-month classes each year of 30 trainees each on a “fixed entry/open exit” basis. Among the three programs a total of 200 people would be trained throughout the state. The program would meet from 8AM to 4PM Monday through Friday. Each class would begin the program together, but exit depending upon their individual progress, need for full time employment and interest.
6. Stipends: Participants would be paid \$100 a week, based on attendance and performance, plus a \$200 bonus upon successfully gaining employment of at least 20 hours per week. Payment would be made upon submission of a wage stub or letter from the employer stating that the enrollee has begun employment. Stipends will be paid only for actual days attended. The total cost of this program will be \$560,000 for 200 trainees who attain employment upon completion.

7. Transportation: A van would be leased or purchased at each program location to transport trainees from the training site to the weatherization sites daily. Enrollees would be responsible for their own transportation to and from the training site.
8. Program Contents and Sequence:
  - a. Situational Assessment: Thirty applicants would be chosen for a two-week “tryout” period of assessment for program suitability. Good attendance, punctuality, adherence to program rules and active participation would be required for acceptance. The basic academic skills of each applicant would be assessed using the Test of Adult Basic Education (TABE) Locator. Eye-hand coordination assessment would also be administered. Situational assessment would also include presentations and activities on workplace safety, tool identification and use, and workplace behaviors. During this two-week period, applicants could exit voluntarily or with cause without penalty to the program. At the end of the period, the 25 most suitable applicants (as determined by staff) would be formally enrolled in the program. The others could reapply for the next session if they wish.
  - b. Scheduling: Each class of 25 would be divided into two roughly equal groups. Each group would spend alternate weeks in classroom and hands-on training. This allows for relatively large numbers of individuals to be trained in small groups and sustains motivation by varying the activities.
  - c. Academic Remediation/Employability Skills: Trainees will spend alternate weeks in a classroom setting focusing on improvement of academic and job searching/keeping skills. Staff and trainees will use a curriculum developed by Paxen Learning, Inc. and in use at HBI’s training location in Sussex County, Delaware. The program will also use Paxen’s “GED Plus” curriculum, which has proven effective nationwide among a variety of different populations.
  - d. Hands-on Training: During alternate weeks, students will spend time in the training shop or on actual weatherization project job sites. Shops will be equipped with tools and materials normally used in weatherization and “green” building and provide training stations so afford hours of practice before weatherizing an actual house. A skilled tradesperson with at least five years of field experience will conduct the training. Once their skills are sufficiently developed, trainees will be transported to weatherization job sites. Depending on local needs, these student crews could weatherize homes themselves (under supervision of the instructor) or be teamed with other weatherization contractors. The instructor and students will use HBI’s Pre-Apprenticeship Certificate of Training (PACT curriculum), which is used successfully in 69 Job Corps centers nationwide and in 18 programs operated by HBI. The PACT curriculum has recently been updated to include “green” building techniques in accordance with standards adopted by the National Association of Home Builders. In addition, the PACT curriculum is recognized as a “national credential” by the U.S. Department of Labor.

For students interested in starting their own businesses, the instructor will teach them necessary skills such as marketing, cost estimation, project management, and record-keeping. HBI’s new entrepreneurship guide, “PACT Works!” will be used to help these students master these and other skills. Otherwise, the entrepreneurship students will work alongside the other trainees.

9. Continued Participation/Dismissal: Students may be exited from the program due to chronic absence, expressed lack of interest, for long-term illness or disability, or for major violations of program rules and procedures.
10. Job Placement/Retention Followup: Long-term employment with wage progression is a major goal of the program. Program staff will be specifically charged with preparing trainees for employment and securing job leads in their communities. Placement efforts will begin shortly after each program cycle begins. The goal Placements will be documented by the submission of a wage stub or letter from the employer stating that the trainee has completed at least one day on the job. Job retention will be tracked at 30, 60 and 90 days via telephone or in-person contact between staff and trainees.
11. Staffing: The program would be implemented by the following staff in each of the locations.
  - a. Program Coordinator: In charge of administrative duties, recruitment, placement, follow-up and case management. This would be a full-time employee of HBI.
  - b. GED/Employability Instructor: Responsible for teaching the Paxen GED and employability skills curricula. This would be a full-time employee of Paxen.
  - c. Trades Instructor: This person would be in charge of all weatherization and related training, for transporting trainees to job sites, and partially responsible for job placement.
12. Facilities/Equipment: For smooth implementation and maximum success, each program location would need the following basic equipment and facilities:
  - a. A heated/air conditioned and furnished classroom of sufficient size for 13-15 trainees and equipped with a computer network linked to the Internet.
  - b. A shop of sufficient size to accommodate 13-15 trainees, as well as tools, equipment and training stations. Since trainees spend alternate weeks in the classroom and the shop, these two facilities must be separate.
  - c. Tools and equipment related to weatherization.
  - d. A van or some other means of transporting trainees from the shop to work sites.

### **Training for Private Contractors**

Finally, Delaware will enlist the services of the Weatherization Training College in Williamsport PA to provide workshops and professional development in state-of-the-art practices for private contractor crews who are engaged by the sub-grantees to perform the weatherization work under the ARRA. The College is widely recognized as a technology leader in building science and energy efficiency training, and is a program of Pennsylvania State University. Delaware contractors will be able to take advantage of this high level training opportunity as the state will bring the staff of the Weatherization Training College to Delaware to conduct the training on site. Contractors will receive a stipend to attend the training.